



**MINISTRY OF DEFENCE
NEGARA BRUNEI DARUSSALAM**

QUOTATION DOCUMENT

for

**TWELVE (12) MONTHS MAINTENANCE OF GENERATOR SET AND
FIRE PROTECTION SYSTEM AT SPECIAL FORCES REGIMENT,
PENANJONG GARRISON**

QUOTATION NO : JPPK / SH / 07 / 2026-2027

CLOSING DATE : 17 SEPTEMBER 2026

CATEGORY : M03 & KPME05

QUOTATION SUBMISSION

**QUOTATION BOX NO: 3 (DDWS)
BANGUNAN ARKIB ARAS BAWAH
KEMENTERIAN PERTAHANAN
BOLKIAH GARRISON, BB3510,
NEGARA BRUNEI DARUSSALAM**

MINDEF / DFA / FY2026 / ITAU / Q / 003 - RPK



**MINISTRY OF DEFENCE
NEGARA BRUNEI DARUSSALAM**

SUMMARY OF QUOTATION

for

**TWELVE (12) MONTHS MAINTENANCE OF GENERATOR SET AND
FIRE PROTECTION SYSTEM AT SPECIAL FORCES REGIMENT,
PENANJONG GARRISON**

JPPK / SH / 07 / 2026-2027

INSTRUCTIONS TO TENDERERS

1 Quotation Document

- 1.1 There is no quotation fee for this project. These documents can be obtained by downloading from the Ministry of Defence website (<http://www.mindef.gov.bn>).
- 1.2 This quotation is open to contractors registered with the Ministry of Development, Negara Brunei Darussalam under Categories **M03 and KPME05**. Contractors who hold all the aforementioned categories (M03 and KPME05) may undertake the entire scope of works themselves. However, Tenderers who **do not possess any of the categories** may participate in this Quotation by engaging a suitable local Contractor registered with the **Ministry of Development** in the relevant category as a Domestic Sub-contractor to fully execute this portion of the Scope of Works with relevant experiences.
- 1.3 The Contractors shall furnish a valid and updated **Ministry of Development's Registration Certificate** and other relevant certification, and documentation stated herein together with their Quotation document. **Non-compliance with the conditions in any respect shall render the Quotation liable for rejection.**
- 1.4 The Tenderers and their Domestic Sub-contractor who only possess a Builder's Licence (*Sijil Pembina*) issued by the Authority on Building Control and Construction Industry (ABCI), Brunei Darussalam, under the aforementioned categories shall be **disqualified** from participating in this quotation and quotation shall be considered **void**.
- 1.5 The Government is not liable for payment to the Tenderers for any costs, losses, or expenses incurred by the Tenderers in preparing their Quotation.
- 1.6 It is **MANDATORY** for all the Tenderers to purchase the **Ministry of Defence Standard Schedule of Rates (MINDEF SOR) 2019 Edition**, for a document fee of **B\$500.00** under the same business name as that in which its Quotation was submitted. The Tenderers are required to submit a copy of the payment receipt for the above Schedule of Rates as part of their quotation submission.

1.7 The Tenderers shall take note of and fully comply with the following

- i. For Tenderers who have purchased the above MINDEF SOR 2019 for the previous Tenders, they are only required to include a copy of the receipt for the purchase of the document when submitting their application to participate in this Quotation.
- ii. For Tenderers who have not purchased the document, the purchase and payment must be made via the Revenue Unit of Directorate of Finance and Acquisition, Ministry of Defence, and the document can be obtained from the Directorate of Development and Work Services, Ministry of Defence, upon submission of a copy of the purchase receipt.
- iii. Any Tenderer who purchases the MINDEF SOR 2019 document after the quotation closing date or submits a Quotation without purchasing the document shall have their Quotation deemed invalid and liable for rejection.
- iv. All editions of the MINDEF SOR prior to the 2019 Edition, including but not limited to the 2011 and 2015 Editions, are no longer in use and are not relevant to this Quotation. Any Tenderer who bases their percentage adjustment to the SOR rates on documents other than the MINDEF SOR 2019 Edition shall have their submission deemed invalid.

1.8 The Tenderers **MUST** submit with their quotation a complete list of the following appendices:

Appendix	Description
-	Price Confirmation Letter shall include: • Tendered price is sufficient, • Fully understand the work scope, and • Enough manpower and equipment throughout Contract period.
A	Certificate of Site Inspection
B	List of previous jobs experience of a similar nature
C	List of current jobs in Brunei
D	Proposed list of jobs to be sub-contracted
E	Information on the distribution of approved labour quota
F	Proposed list of equipment and vehicles to be used for this project
G	Proposed manpower allocation and additional labour quota required

2 Articles of Agreement and Condition of Contract

2.1 The articles of agreement and conditions of contract to be incorporated into the contract document for this project shall be **‘CONTRACT FORM FOR MINOR WORKS’** as currently practiced in Government projects within Negara Brunei Darussalam.

3 Scope of Works

3.1 The main feature of the scope of works to be undertaken by the successful Tenderer is generally the **maintenance of generator sets and fire services system** as further detailed in the Specifications attached herein.

3.2 All Tenderers are to liaise and contact with the **Estate Manager of Penanjong Camp** at **+673-4229234 or +673-8653356**, for further information prior to preparation of Quotation to ascertain on the scope of works.

4 Site Location

- 4.1 The location of the site is within the protected area of **Special Forces Regiment, Penanjong Garrison**. The Tenderers are advised to seek assistance from the Estate Manager for a visit to have satisfied themselves as to the local conditions and the full extent of the scope of works prior to submitting their Quotation.

5 Site Visit

- 5.1 The Tenderers shall be deemed to have visited the site in preparing the Quotation to ascertain the full extent of the works involved, the nature of the working conditions, and to thoroughly acquaint themselves with any site restrictions, obstructions, or other details liable to affect their Quotation. The Tenderer shall allow for all such conditions in the Quotation, and no claim for additional payment arising from lack of information or acknowledgement of the above will be entertained.
- 5.2 The Tenderers shall be responsible for making the necessary arrangements with the Government's Representative for the site visit, including the date and time. The Tenderers are advised to visit the site location and fully acquaint themselves with the nature, extent, and practicality of the works. Prior to visiting the site location, the Tenderers should make an appointment and contact the Estate Manager.
- 5.3 The site visit is **mandatory**, and the Government reserves the right to reject any Quotation submitted by a Tenderer who fails to comply with this requirement. Confirmation of the site visit shall be recorded in Appendix A, duly signed by both the Estate Manager and the Tenderer.

6 Tenderers' Responsibilities

- 6.1 The Tenderers are held to have checked all the pages in this Quotation document, and the Tenderers are to refer to the Infrastructure Maintenance Unit (IMU) of Directorate of Development and Work Services (DDWS) for any missing page, or duplication. For this purpose, the Tenderers may reach the IMU by email at **ddws@mindef.gov.bn** or by telephone at **+673 2385345**.
- 6.2 No unauthorized alteration shall be made to the Quotation document otherwise the Quotation may be rejected. Any alteration or qualification made by the Tenderers shall be ignored and the original text shall be adhered to.
- 6.3 The Tenderers are instructed to treat this Quotation as strictly confidential and not reveal anything about this Quotation to the public.

7 Discrepancies Errors

- 7.1 Should the Tenderers find any discrepancies, deviations, errors, or omissions in the Quotation document prior to submitting their Quotation, they shall notify the Government in writing thereof before the closing date of the Quotation.
- 7.2 Where applicable, should the Tenderers make any errors in their extensions and/or in carrying forward to the **"Total Amount"** or any obvious pricing errors, such errors shall be so rectified and adjusted that when correctly calculated, the **"Total Amount"** shall represent **the same amount** as that quoted by the Tenderers in the "Form of Quotation".

- 7.3 In the event of any discrepancy between the Bills of Quantities, the Collection/Final Summary and the Form of Quotation, the Government reserves the right to correct any arithmetic errors and to adopt the lower amount as the Tenderer's evaluated offer, subject to the Tenderer's written confirmation. Upon such confirmation, the lower amount shall be deemed to be the Tenderer's final and binding offer.
- 7.4 Should the Tenderer fail or refuse to provide such confirmation, the Government reserves the right to reject the Quotation without further clarification. No claim, dispute or adjustment arising from such correction or adoption shall be entertained.
- 7.5 The total amount in the 'Form of Quotation' shall be stated clearly in both words and figures, and both shall correspond exactly. Where the 'Form of Quotation' does not state a total offer amount, or where there is any discrepancy between the amount in words and the amount in figures, the Quotation submission shall be deemed invalid, and the offer shall be void.

8 Addenda

- 8.1 Prior to the Closing Date, the Government may issue one or more addenda to clarify, amend or supplement the Quotation documents. Each addendum shall form an integral part of the Quotation documents and shall be binding on all Tenderers.
- 8.2 As the Quotation documents are made available through the MINDEF website, any addendum shall only be issued to Tenderers who have attended the mandatory site visit in accordance with **Para 5.3 of this Section** and have registered their attendance with the Government.
- 8.3 It shall be the sole responsibility of each Tenderer attending the mandatory site visit to obtain and acknowledge receipt of all addenda issued by the Government. The Tenderer shall submit the duly signed acknowledgement form for each addendum together with its Quotation.
- 8.4 Failure to acknowledge or submit any addendum issued by the Government, or submission of a Quotation that does not incorporate the requirements of such addendum, shall be deemed non-compliant with the requirements of the Quotation documents and shall be rejected without further clarification.

9 Information and Fully Priced Document

- 9.1 The Tenderers are to submit with their Quotation the information requested herein.
- 9.2 Failure to complete the 'Form of Quotation', 'Additional Information to be supplied by the Tenderers', and any Quotation without the accompanying fully priced Summary of Quotation is liable to disqualification.

10 Quotation to be on a Firm Price Basis

- 10.1 The Quotation shall be deemed to have been calculated on a firm price basis and shall not be subject to any price fluctuations in wage rates, or any other costs.

11 Submission

- 11.1 The Tenderers are to deliver **ONE (1) SET OF HARDCOPIES** and **ONE (1) SET OF SCANNED SOFTCOPY DOCUMENT** in **PDF format**, of the priced Quotation document duly completed including relevant certificates, appendices, and requested information. The scanned softcopy shall be stored on a **compact disk (CD)** and enclosed in the same envelope as the hardcopy submission.

- 11.2 The Quotation is to be lodged **no later than 08:00AM** to the Quotation submission address provided herein on the day and date as per stated on covering page of this Quotation document in a properly sealed envelope marked:

Quotation For JPPK / SH / 07 / 2026-2027 TWELVE (12) MONTHS MAINTENANCE OF GENERATOR SET AND FIRE PROTECTION SYSTEM AT SPECIAL FORCES REGIMENT, PENANJONG GARRISON
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12 Validity

- 12.1 This Quotation shall remain valid for **nine (9) calendar months** from the closing date of Quotation and no Tenderers may withdraw their Quotation within that period unless extended on mutual agreement between the Government and the Tenderers in writing.

13 Undertakings

- 13.1 In the event of a contract being awarded, any undertakings made by the Tenderer either during the Quotation assessment and recommendation interviews or in any subsequent correspondence, shall be incorporated into and shall form part of the Contract

14 Completion Period

- 14.1 The successful Contractor shall carry out and complete the Works within **TWELVE (12) MONTHS** from the Commencement Date.

15 Delayed Completion

- 15.1 In the event that the Contractor fails to complete the Works within the period stipulated in the issued Work Orders, they shall pay Liquidated and Ascertained Damages (LAD) due to the delay to the Government.
- 15.2 The LAD shall be based on the rates stipulated in the Form of Quotation in accordance to the Work Orders, and it shall be imposed for each day the Works remain incomplete.

16 Termination of Contract for Convenience

- 16.1 The Tenderer shall note that the Government may at any time by giving not less than thirty (30) days prior notice to the Tenderer, terminate for convenience the Contract as a whole. This is in line with the clause stated in the Articles of Agreement and Condition of Contract.

17 Amendment of Quotation Prices

- 17.1 All prices shall be written in **permanent BLUE ink**.
- 17.2 The Government shall disqualify Quotations with the amendment of Quotation prices using **correcting fluid or other erasing agents**. Any amendment shall be made by duly crossing out the original figures and writing the amended figures above or adjacent to the original figures. All amendments shall be duly signed by the Tenderers.

18 Terms of Payment

- 18.1 The payment shall be paid upon satisfactory completion of the Works in accordance with the approved Work Order(s) and necessary documentation.

19 Queries

- 19.1 All Tenderers are to liaise with the **Estate Manager of Penanjong Garrison at +673-4229234 / +673-8653356** or the Infrastructure Maintenance Unit (IMU) at **+673-2384345** or through e-mail; **ddws@mindef.gov.bn** for further information prior to preparation of Quotation to ascertain the Scope of Work. Any ambiguities shall be referred to the Government's Representative whose decision shall be final.

20 Others

- 20.1 The 'Instructions to Tenderers' in so as they affect the execution of the Contract and shall be deemed to form part of the Contract.



**DIRECTORATE OF DEVELOPMENT AND WORK SERVICES
MINISTRY OF DEFENCE
NEGARA BRUNEI DARUSSALAM**

FORM OF QUOTATION

**QUOTATION FOR : TWELVE (12) MONTHS MAINTENANCE OF GENERATOR SET
AND FIRE PROTECTION SYSTEM AT SPECIAL FORCES
REGIMENT, PENANJONG GARRISON GARRISON**

QUOTATION NO : JPPK / SH / 07 / 2026-2027

1. Herein, We,, the undersigned, are willing to carry out and complete the **Works** under the **JPPK/SH/07/2026-2027 - Twelve (12) Months Maintenance of Generator Set and Fire Protection System at Special Forces Regiment, Penanjong Garrison**, for the Government, as may be ordered through the issuance of duly signed Work Orders. We undertake to provide and supply all necessary labour, materials, tools, equipment, supervision, and all other resources required for the proper execution and completion of the Works, at the rates contained in the **Ministry of Defence Standard Schedule of Rates (MINDEF SOR) 2019 Edition**, subject to the following adjustment:

*Plus / Minus.....% (..... per centum)
*(*Delete as necessary and insert the applicable percentage. Where no percentage is stated, it shall be deemed as 0% by default without further clarification. Where a percentage is stated but the Tenderer fails to delete either 'Plus' or 'Minus', the percentage stated shall be deemed to be a positive percentage ('Plus') and shall not be subject to any subsequent amendment.)*

2. We further undertake to provide the Services and carry out the Works described in **Schedule A – Specifications**, in accordance with **Schedule B – Bill of Quantities**, for a total Contract Price derived from the Summary of the Bills of Quantities as follows:

Total amount in words:	BRUNEI DOLLARS	[Initial & Tenderer's Company Stamp]
Total amount in figures:	B\$	

The Contract Price shall be deemed inclusive of the Provisional Sum, which the Government may utilise at its sole discretion to issue instructions for repair or replacement works required, in accordance with the rates specified in the MINDEF SOR 2019 Edition, as adjusted by the percentage tendered above.

3. I/We, have read through the above document and its respective specifications and deemed to have a clear and full understanding.

4. I/We, confirm that the quotation has been calculated on a firm price basis and is inclusive of all necessary allowances to adequately cover price escalation of labour, materials and all other relevant items.
5. I/We, agree to undertake to have available labour and plant for emergency work at any time without additional cost to the Government.
6. I/We, agree that this quotation remains open for consideration and acceptance for nine (9) calendar months from the last date for submission of the same.
7. I/We, further agree, in the event of our acceptance of this quotation, we shall procure, at our own expense, fire insurance, public liability insurance and workmen's compensation insurance policies from a reputable insurer. These policies shall remain valid for the duration of the contract with the exception that the public liability and workmen's compensation policies shall extend until the conclusion of the defects liability period.
8. I/We, hereby agree and note the following:

Commencement Date : Fourteen (14) days within Date of Letter of Award

Completion Date : Twelve (12) months from the commencement date

Liquidated and Ascertain Damages : $\frac{\text{Amount of Work Order} \times 15\%}{\text{Work Order Completion Period (days)}}$

Defects Liability Period : Twelve (12) months

This Quotation is made on the _____ day of _____ 2026

SIGNATURE

Tenderer

*.....

in the capacity as **.....

duly authorised to sign this quotation on behalf ***.....

.....

Address:,

.....

Witness:

Signature:

Designation:.....

* Signature of the Authorised Signatory.

** Authorised Signatory's designation in the company

*** Tenderer's company name.

[Tenderer's
Company
Stamp]

SCHEDULE A - SPECIFICATIONS

1 GENERAL SPECIFICATIONS REQUIRED FOR ALL SCOPES AND SERVICES

- 1.1 The specification for maintenance activities given for the subsequent Specifications shall act only as guidelines. As such the Contractor shall ensure such maintenance works are in compliance with the manufacturer's requirements and recommendations.
- 1.2 The Contractor, at all times, during the maintenance works shall ensure that the maintenance activities do not render the original and/or previous supplier/manufacturer's warranty void or invalid. The Contractor shall always refer to the terms and conditions of warranty/indemnity furnished by the original supplier/ manufacturer prior to performing any maintenance activities. Any defaults by the Contractor and associated damages arising due to violation of warranty/indemnity terms and conditions shall make the Contractor liable for payment to the Government for the associated damages. The Government shall notify the Contractor of such damages and shall make necessary adjustments to any payment due for the Contractor.
- 1.3 The Contractor shall only employ qualified, trained, certified and experienced personnel to perform in the type of work being undertaken.
- 1.4 All such maintenance works shall be carried out under the supervision of a competent foreman / supervisor nominated by the Contractor.
- 1.5 The Contractor shall obtain prior approval from the Authorised Officer on the employees used for such maintenance works.
- 1.6 The Contractor shall ensure that required level of labourers, technicians, mechanics and supervisors are maintained throughout the contract period.
- 1.7 However, the Authorised Officer may require the Contractor to increase or decrease the number of staff for a specific work to be carried out at any time during the contract and shall not affect the contract price.
- 1.8 The Contractor shall notify the Authorised Officer immediately without delay on defective parts that are deemed to be hazardous and/or considered to affect the equipment life. If the defect can be reasonably attributed to negligence or incompetence on the part of the Contractor, the repair shall be entirely at the Contractor's expense.
- 1.9 The Contractor shall provide all labour, plant, tools, equipment, and materials including consumables such as tapes, paints and cable lugs, support and fasteners and similar items that may be required for carrying out the execution of maintenance works.
- 1.10 The Contractor shall obtain and hold at their own expense sufficient common usage spares to enable them to carry out maintenance when scheduled, and minor repairs, with the minimum of delay. All spares used shall be from original spares from the manufacturer.
- 1.11 Where it is necessary to shut down equipment for routine maintenance this shall be done in liaison with the Authorised Officer in the place affected. This shall take the form of shutting down the equipment during normal working hours as per stipulated in Contract, at a time that/which will cause least disturbance to the occupants. In occasions where it is practical to shut down equipment only after normal working hours, the Contractor shall make prior special arrangements for access and security clearance with the Authorised Officer.

- 1.12 Service reports shall be submitted to the Authorised Officer within three (3) working days of a service being carried out. The service report is to show full detail of the service and is to state the exact condition of the equipment inspected. Any defects found during inspection are to be clearly described in the service report.
- 1.13 The guidelines for minimum requirements as set in each respective scope of works and services may have duplicating tasks / activities contained within different frequencies. In such case, the Contractor shall notify the Authorised Officer and propose / recommend the best frequency for the said task. The new frequency shall be implemented and updated upon approval by the Authorised Officer.
- 1.14 Health and Safety
- 1.14.1 The Contractor shall ensure that Health Safety Security and Environment (HSSE) requirements, policies and local regulations are strictly adhered to at all times during the Work throughout the Contract Period.
- 1.14.2 Workers involved in the above works shall be briefed by the Contractor's Safety Officer on prevailing HSSE and must strictly adhere to health and safety regulations, particularly adhering to Ministry of Defence Health and Safety Manual and regulations. Where recommended protective gloves, masks etc. shall be worn to avoid direct contact to body and inhaling chemicals, pesticides, fungicides, weed killers, etc. All costs incurred thereby in providing this equipment to the workers are to be borne by the Contractor and no extra payment shall be made for such provisions.

2 MAINTENANCE OF GENERATOR SET

2.1 General Conditions

- 2.1.1 The scope of maintenance under this Section shall include all components, accessories, and auxiliary systems forming part of the generator set assembly, whether explicitly listed or not. This includes, but is not limited to, the engine, alternator, control panels, switchgear, fuel system, lubrication system, cooling system, exhaust system, and all associated pumps such as fuel transfer or lift pumps, fuel injection pumps, lubrication oil pumps, coolant or water pumps, priming pumps, and any other mechanical or electrical pumps integrated within the system.
- 2.1.2 All such pumps and auxiliary equipment shall be deemed included in the maintenance obligations and contract price. No additional cost or claim shall be entertained for their inspection, testing, servicing, replacement, or calibration, whether carried out as part of scheduled maintenance or manufacturer-recommended overhaul. The Contractor shall comply fully with all manufacturer's Operation and Maintenance (O&M) manuals and ensure continued operational reliability of the generator system at all times.
- 2.1.3 All general specifications apply. (Please refer to GENERAL SPECIFICATIONS REQUIRED FOR ALL SCOPES AND SERVICES), as these provisions form integral obligations of this Contract.
- 2.1.4 In preparing the Quotation, the Contractor shall review and take into account all active warranties, indemnities, and defect liability coverage from previous contracts. Any repair, replacement, or rectification works still covered under such obligations shall not be claimable under this Contract. The Contractor shall not be entitled to any additional payment for works that can be recovered through existing warranty or defect liability coverage.
- 2.1.5 All maintenance activities shall be carried out in accordance with the original manufacturer's operation and maintenance manuals, relevant British Standards (BS), International Standards (ISO), and applicable statutory requirements. The Guidelines for Minimum Required Frequencies stipulated in this Section represent the minimum standard. Where discrepancies arise, the more stringent requirement shall apply. The Contractor shall not be entitled to claim additional costs for complying with such requirements, and all related obligations, consumables, and materials shall be deemed inclusive in the maintenance rates.
- 2.1.6 The Contractor shall be responsible for ensuring the generator sets remain in a safe, serviceable, and fully operational condition at all times. This includes maintaining availability for emergency standby operation in the event of mains power failure.
- 2.1.7 The Contractor shall maintain accurate records of inspections, servicing, testing, and repairs performed on each generator set. Such records shall be submitted periodically to the Authorised Officer for review.
- 2.1.8 Any defects or abnormalities identified during inspections shall be reported immediately to the Authorised Officer, together with recommended rectification measures.
- 2.1.9 The Contractor shall ensure that adequate safety precautions are observed at all times during maintenance works, including isolation of live circuits, spill prevention, fire safety, and compliance with all applicable HSSE requirements.

2.1.10 Service reports shall be submitted to the Authorised Officer within **three (3) working days** of completion of each service. Each report shall include full details of the work carried out, test results, and the exact condition of all equipment and machinery inspected. Any defects or abnormalities observed shall be clearly recorded and highlighted, together with recommendations for rectification where applicable.

2.1.11 In addition to the above, the preparation and submission of service reports shall be deemed inclusive of the Contract Price, and no separate claim or payment shall be entertained for this requirement. Failure to submit the required reports within the specified timeframe, without reasonable justification acceptable to the Government, shall constitute non-performance. In such cases, the Government reserves the right to withhold or make reasonable deductions from payments otherwise due until satisfactory reports are received.

2.2 Frequency Guidelines

TASK / COMPONENT	MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
Generator Sets	D	D	D	D	D	D	D	D	D	D	D	D
			F			F			F			F
												H

2.3 Maintenance Task Guidelines

TASK D (MONTHLY)	
Component	Task description
Cooling System	Check coolant level; inspect for visible leaks; top-up antifreeze/coolant as required.
Air Intake	Inspect ducts/housing for leaks or restrictions.
Lubricating (Oil System)	Check engine oil level; inspect for leaks; test heater operation; top-up as required.
Fuel System	Inspect for leaks; check tank $\geq 67\%$ capacity; top-up fuel. Drain water/sediment from tank or primary filter. Test transfer pump.
Exhaust System	Drain condensate trap.
Battery System	Check charger output; check electrolyte level and SG; top-up distilled water; record readings.
Engine Related	Observe for abnormal vibration during test run.
Switchgear	Confirm start switch in Auto; simulate test start.
Others	Include and comply with all manufacturer's O&M requirements.

TASK F (QUARTERLY)	
Component	Task description
Cooling System	Test antifreeze concentration; check DCA level; inspect hoses, belts, fan hub, water pump; clean radiator fins. Inspect motorised louvers; inspect zinc anode plugs, replace if deteriorated.

TASK F (QUARTERLY)	
Component	Task description
Air Intake	Clean intake piping; service crankcase breather; replace filter element if restriction indicator shows.
V-Belt Drive and Pulleys	Inspect condition/tension; adjust if required.
Motor and Fan Bearings	Lubricate bearings, inspect for abnormal noise/vibration, check couplings.
Fans and Fan Housing	Inspect fan blades for cracks/damage; tighten fittings.
Electrical Connections and Insulation	Inspect terminals; tighten connections; clean dust/dirt from motor. Inspect insulation (internal/external) for damage; replace if defective.
Electrical Panels	Inspect fixings and seals; tighten screws, replace missing fasteners.
Fuel System	Inspect governor linkage, fuel lines, connections.
Exhaust System	Inspect for leaks/restrictions; torque-check manifold and turbo.
Engine Related	Clean exterior of engine.
Main Generator	Inspect air inlets/outlets; clear obstructions. Light inspection of bearings and air passages; grease only if needed.
Switchgear	Inspect wiring; tighten connections; check breakers and transfer switch.
Operation / Testing	Perform operational load test. Verify service tool availability.
Others	Include and comply with all manufacturer's O&M requirements.

TASK H (YEARLY)	
Component	Task description
Cooling System	Test coolant Ph and specific gravity.
Motor and Fan Bearings	Clean motor/fan cooling vents.
Lubricating (Oil System)	Drain and replace engine oil. Replace oil and bypass filters. Check oil pump pressure and relief valve function; service or replace during major servicing as per manufacturer's recommendation.
Fuel System	Inspect fuel injectors; service/replace if faulty. Replace float tank breather. Test operation of fuel lift and transfer pumps; inspect for abnormal noise, vibration, or leakage.
Exhaust System	Torque-test exhaust cap screws.
Battery System	Perform annual battery load test; record performance under load.
Engine Related	General inspection of engine; repaint damaged areas; drain and replace oil; replace oil filter; torque-check mounting hardware.
Main Generator	Full greasing of bearings; clean windings with compressed air/vacuum; inspect heater strips; measure winding resistance; check charge air pipe for leaks; inspect/replace air compressor and tank ventilation.
Switchgear	Torque-test bolts, clips, terminals, joints. Test and calibrate instrumentation/meters.
Operation / Testing	Perform full load bank test at rated capacity (2 hrs). Record performance data.
Others	Include and comply with all manufacturer's O&M requirements.

2.4 Activities / items that are deemed inclusive as part of the tasking

2.4.1 The replacement of the following items are deemed to be included in the above tasking. Contractor to report and replace accordingly if found damaged at any time during the contract period. Unless otherwise stated, all items shall be of any make, type or size / rating with approved equivalent. All necessary servicing, testing and re-commissioning works shall be included.

2.4.2 The Contractor shall take note that, in the event of any duplicating items / tasks / activities between this Section, and Ministry of Defence Standard Schedule of Rates (MINDEF SOR) 2019 Edition, then the said items / tasks / activities shall be considered inclusive as part of the Planned Preventive Maintenance works. No additional claims shall be entertained.

No.	Item
1	Oil filters
2	Fuel filters
3	Air filters
4	Fan belting
5	Alternator belting
6	24V DC relay
7	240V DC relay
8	DC relay timers (0 – 10 sec); (0 – 15 sec); (0 – 30 sec)
9	Change over contactors up to 350A 4P
10	Thermostats
11	Oil pressure switch
12	N200 12V up to 200AH sealed lead acid battery
13	N180 12V up to 180AH sealed lead acid battery

No.	Item
14	Frequency Hz meters
15	Hour run meters
16	AmF panel up to 350A 4P
17	Radiator water coolants
18	Turbo chargers
19	12V DC chargers
20	High temp hoses
21	AVR cards
22	Distilled water
23	Neon indication lamp complete with cover and bulb
24	Fans and bearings lubricants
25	V-Belts

2.5 Schedule of Generator Set

2.5.1 The detailed Schedule of the Generator Set shall only be provided to Tenderers who attend the mandatory site visit and shall be issued by the **Work Services Section, Penanjong Garrison**.

2.5.2 The schedule is provided for indicative and reference purposes only. Tenderers shall inspect and verify all existing fire alarm installations and site conditions before submitting their Quotation.

2.5.3 Any discrepancies between the schedule and the actual site conditions after the award of the Contract shall not constitute grounds for any claim for additional payment or variation.

3 MAINTENANCE OF FIRE SERVICES SYSTEM

3.1 General Conditions

3.1.1 The scope of work shall include the Planned Preventive Maintenance (PPM) of the following systems and components within the site boundary:

- a. **Fire Alarm Systems** – including but not limited to fire alarm panels, control panels, break glass units, alarm bells, smoke detectors, heat detectors, and associated devices.
- b. **Fire Protection and Suppression Systems (Chemical Agent)** – including all fixed fire extinguishers, FM200 systems, kitchen hood foam systems, and associated accessories such as foam panels, foam nozzles, fusible link detectors, manual foam release valves, and chemical foam cylinders.

The Contractor shall replenish and top up suppression agents and chemical foam, as necessary, during scheduled maintenance to ensure levels remain within limits approved by the Department of Fire and Rescue, Ministry of Home Affairs, Brunei Darussalam.

The Contractor's responsibility for fire extinguishers shall be limited to extinguishers that form part of fixed fire suppression systems. The maintenance of loose or portable fire extinguishers shall not form part of this scope, as these are maintained separately by BOMBA MINDEF.

- c. **Fire Protection Systems (Water-Based)** – including but not limited to fire hose reels, fire hydrants, sprinkler systems, and associated accessories.
- d. **Fire Blankets** – installed within the facilities.

3.1.2 All general specifications apply. (Please refer to GENERAL SPECIFICATIONS REQUIRED FOR ALL SCOPES AND SERVICES), as these provisions form integral obligations of this Contract.

3.1.3 The Contractor shall maintain, test, and replace, where necessary, all batteries and battery packs associated with the systems described in this Section to ensure continuous and reliable operation. The cost of all such batteries, replacements, and associated consumables shall be deemed inclusive in the price tendered in the Schedule of Prices for Planned Preventive Maintenance (PPM). No additional cost, variation, or separate claim shall be entertained by the Government for these works under any circumstances.

3.1.4 In preparing the Quotation, the Contractor shall review and take into account all active warranties, indemnities, and defect liability coverage from previous contracts. Any repair, replacement, or rectification works still covered under such obligations shall not be claimable under this Contract. The Contractor shall not be entitled to any additional payment for works that can be recovered through existing warranty or defect liability coverage.

3.1.5 Prior to commencement of services, the Contractor shall identify and submit for approval by the Authorised Officer a full inventory of all fire systems, equipment, and components to be maintained under this Section. Upon approval, the Contractor shall carry out the maintenance tasks in accordance with the specified frequencies.

- 3.1.6 The Contractor shall provide standby technical support during VVIP events, official functions, and visits as directed by the Authorised Officer. Such standby duties, including attendance, monitoring, and testing, shall be deemed included in the Contract Price and shall not give rise to any additional cost to the Government.
- 3.1.7 Where works undertaken during standby fall within the scope of services or involve the replacement of items or components listed under the Planned Preventive Maintenance (PPM) Schedule, such works shall likewise be deemed included in the Contract Price. Only works not listed under the PPM Schedule and not forming part of the routine maintenance scope may be considered for reimbursement, subject to prior written instruction and approval by the Authorised Officer. Any such works shall not be reimbursable if they are attributable to the Contractor's negligence, poor maintenance, or existing warranty obligations.
- 3.1.8 Where manufacturer's recommendations, statutory requirements, or recognised industry standards require stricter or more frequent maintenance than the frequencies stated in this Section, the stricter requirement shall apply. The Contractor shall not be entitled to claim additional costs for such compliance, and all obligations, consumables, and materials shall be deemed included in the maintenance rates.
- 3.1.9 Service reports shall be submitted to the Authorised Officer within **three (3) working days** of completion of each service. Each report shall include full details of the work carried out, test results, and the exact condition of all equipment and machinery inspected. Any defects or abnormalities observed shall be clearly recorded and highlighted, together with recommendations for rectification where applicable.
- 3.1.10 In addition to the above, the preparation and submission of service reports shall be deemed inclusive of the Contract Price, and no separate claim or payment shall be entertained for this requirement. Failure to submit the required reports within the specified timeframe, without reasonable justification acceptable to the Government, shall constitute non-performance. In such cases, the Government reserves the right to withhold or make reasonable deductions from payments otherwise due until satisfactory reports are received.

3.2 Pricing Coverage

- 3.2.1 The price tendered in the Schedule of Prices for this work scope shall be deemed to include all manpower, tools, testing equipment, instruments, consumables, lubricants, replacement of faulty components, safety measures, statutory compliance, documentation, reports, photographs, and any other resources required for the proper execution of all inspection, testing, and maintenance activities described herein.
- 3.2.2 No separate or additional claim shall be entertained for materials, spares, or consumables required to complete the works, including the topping-up or refilling of suppression chemicals, cleaning agents, batteries, or other items necessary for full system functionality.

3.3 Frequency Guidelines

TASK / COMPONENT		MONTH											
		1	2	3	4	5	6	7	8	9	10	11	12
Electrical Fire Alarm System				F			F			F			F
													H
Fixed Chemical System	Chemical Cylinders and Systems			F			F			F			F
													H
Fixed Water System	Fixed Fire Suppression System			F			F			F			F
													H
Fire Blankets													H

3.4 Maintenance Task Guidelines

3.4.1 General Task

3.4.1.1 At each maintenance service, the Contractor shall:

- a. Tagging of Impaired Equipment – Clearly tag as “OUT-OF-SERVICE” any equipment, system, or component found impaired or non-operational.
- b. Rectification – Promptly repair or replace defective items. Where required, provide temporary cylinders or equivalent interim measures to maintain fire safety protection until permanent rectification is completed.
- c. Service Tag and Digital Log Updates – Update the service tag and digital asset log for each item maintained, recording at minimum:
 - i. Asset ID or QR code reference,
 - ii. Date of service,
 - iii. Readings taken (e.g., pressure, weight, gauge, scale),
 - iv. Action performed, and
 - v. Name/ID of the attending technician.
- d. Evidence Submission – Submit a complete evidence pack to the Authorised Officer after each service visit, including photographs, gauge/scale readings, and certificates (where applicable).

3.4.2 Electrical Fire Alarm System

For the purpose of this contract, electrical fire alarm system shall include:

- a. Manually operated electrical alarm system
- b. Smoke and head-initiated detection system
- c. Remotely transmitted alarm system (i.e guard room links)

TASK F (QUARTERLY)	
Component	Task description
Fire Alarm Panel	Test each zone for correct indication and response in all operating modes.
	Verify full function of the panel audible alarm unit.
	Confirm alarm bell operation for every zone.
	Test automatic shut-down of air-conditioning and ventilation fans, and start-up of fire booster pump (where applicable).
	Switch off main power supply and operate panel on standby battery for at least 15 minutes; record voltage drop.
	Clean battery compartment thoroughly.
	Top up wet-cell battery electrolyte (where applicable).
	Adjust battery charge rate to manufacturer's specification.
Break-Glass Units	Inspect each unit for wear, cracks, or damage; record observations.
	Activate one (1) unit per zone to verify alarm bell operation, ensuring all are tested at least once annually.
	Replace any damaged glass or defective trigger mechanism.
Smoke Detectors	Clean detector elements using clean, dry compressed air.
	Visually inspect detector housings and mounting integrity.
	Replace any contaminated or obstructed detectors immediately.
Alarm Bells and Sounders	Perform visual and audible inspection of all alarm bells/sounders.
	Ensure tone, duration, and response time meet design performance.
	Rectify or replace any faulty unit immediately.
Battery System	Inspect terminals for corrosion; clean and retighten connections.
	Check voltage and charging condition; record readings.
	Replace batteries that fail load or voltage retention tests.
Others	Include and comply with all manufacturer's O&M requirements.

TASK H (YEARLY)	
Component	Task description
Smoke Detectors	Test operation using approved smoke-generating device (not cigarette smoke).
	Record response time and verify signal transmission to fire alarm panel.
	Clean detector chamber with clean air after testing.
Heat Detectors	Activate detectors using indirect heat source, do not use naked flame.
	Confirm proper activation and signal transmission to panel.
	Replace detectors that fail to operate within design temperature range.
Electrical Wiring and Connections	Conduct insulation and continuity tests for all system wiring using a calibrated insulation tester.
	Record all readings; insulation below 1 MΩ to be reported immediately.

TASK H (YEARLY)	
Component	Task description
	Repair or replace defective cables or joints and re-test to verify compliance.
Control Panel Functionality	Perform full end-to-end system simulation: trigger manual call point and automatic detector, verify alarm sequence, relay outputs, and fan/pump interfacing.
	Check LED indicators, fault monitoring circuits, and alarm logs for accuracy.
	Calibrate control modules as per manufacturer's specification.
Documentation and Reporting	Compile complete yearly service report detailing all test results, calibration records, photographs (before/after), corrective actions, and recommendations.
	Submit signed report to Authorised Officer within three (3) working days of completion.
Others	Include and comply with all manufacturer's O&M requirements.

3.4.3 Fixed Fire Protection and Suppression Systems (Chemical Agent)

For the purpose of this Contract, these systems include:

- a. Carbon Dioxide extinguishing systems
- b. Foam extinguishing systems
- c. Halogenated agent extinguishing systems

TASK F (QUARTERLY)	
Component	Task description
Electrical Components	Inspect and test all electrical components, including cables, detectors, alarms, and batteries, in accordance with the procedures for Fire Alarm Panel, Battery System, Electrical Wiring, and Control Panel Functionality described under Task F under Para 3.4.2 (Electrical Fire Alarm Systems) .
	Record readings and rectify any loose or corroded terminals.
Manual and Automatic Release Mechanisms	Physically operate all manual pull stations and automatic actuators to confirm correct function.
	Lubricate moving parts and remove dirt, dust, and corrosion.
	Replace damaged levers, cables, or linkages immediately.
Chemical Cylinders / Vessels	Verify that each cylinder contains the correct agent and is colour-coded to local standards.
	Check pressure gauge or weight to confirm content within specified range.
	Inspect vessel exterior for dents, corrosion, or leaks; tag defective units.
Recharging and Top-Up	Top up partially discharged or under-filled cylinders to required level.
	Ensure correct concentration and verify recharge certificates are issued.
System Recharge After Discharge	Recharge any discharged system within one (1) day.
	Where discharge resulted from fire, false alarm, or accidental activation, cost of agent shall follow MINDEF SOR rates.

TASK F (QUARTERLY)	
Component	Task description
	Where discharge is caused by contractor's negligence, recharge at no cost to Government.
Time-Delay Devices	Test all time-delay devices for proper timing sequence and reliability.
	Adjust timing to manufacturer's specification where necessary.
Warning Notices and Operating Instructions	Verify bilingual (English & Malay) notices and instructions are clearly displayed and legible.
	Replace missing or faded signage and ensure secure mounting.
Others	Include and comply with all manufacturer's O&M requirements.

TASK H (YEARLY)	
Component	Task description
System Functional Simulation	Simulate fire condition to verify automatic and manual activation releases extinguishing agent correctly.
	Confirm detection and suppression sequence (detector → control panel → release mechanism → discharge).
Mechanical Release Units	Test mechanical actuation (e.g., manual lever, cable release) for smooth operation.
	Clean and lubricate moving parts; replace worn components.
Safety Cut-Outs and Interlocks	Test power cut-out circuits and ventilation/fan interlocks under simulated fire conditions.
	Verify that electrical isolation and system interlocks operate correctly.
Audible and Visual Alarms	Activate each alarm and indicator during test; ensure proper sound level, timing, and duration.
	Replace any defective sounders or lamps.
Directional Valves and Distribution Lines	Inspect and test valves for smooth movement and sealing.
	Flush lines if residue or blockages are detected.
Reporting and Documentation	Prepare yearly report including test readings, cylinder weights, calibration records, and photographs.
	Submit report to Authorised Officer within three (3) working days .
Others	Include and comply with all manufacturer's O&M requirements.

3.4.4 Fixed Fire Protection Systems (Water-Based)

TASK F (QUARTERLY)	
Component	Task description
Electrical Components	Inspect and test all electrical components, including cables, detectors, alarms, and batteries, in accordance with the procedures for Fire Alarm Panel, Battery System, Electrical Wiring, and Control Panel Functionality described under Task F under Para 3.4.2 (Electrical Fire Alarm Systems) .
	Tighten loose connections and record readings.
Pressure Switches	Check correct operation and calibration setting.

TASK F (QUARTERLY)	
Component	Task description
	Replace faulty or leaking switches.
Pre-Run Inspection	Conduct detailed visual inspection before pump operation.
	Confirm all moving parts are lubricated and guards fitted.
Wet Drill (Hydrant / Hose Reel Test)	Connect two (2) hydrants or hose reels and open valves to verify adequate pressure and flow.
	Use flow and pressure gauge if performance is uncertain.
	Inspect valves for smooth operation; lubricate if necessary.
	Uncoil hoses, check for cracks, mildew, or leaks; dry thoroughly before storage.
Sprinkler Heads	Inspect for corrosion, paint, obstruction, or physical damage.
	Clean and replace defective or painted heads.
Gauges and Indicators	Check water and air-pressure gauges for accuracy.
	Calibrate or replace if readings are inconsistent.
Sprinkler Alarm Gong	Test operation by opening bypass valve; allow gong to ring 30 seconds.
	Record activation time and continuity of sound.
Pump Priority	Alternate duty and standby pumps to equalise usage; record pump sequence change.
Diesel Prime Movers	Check oil and coolant levels; top up as needed.
	Grease linkages and bearings; drain water from fuel tank.
	Start engine manually and automatically for 15 minutes; confirm correct speed, temperature, and pressure.
	Maintain fuel at $\frac{3}{4}$ tank minimum; test crankcase heater.
Water Valves and Pump Glands	Operate valves fully open/close; adjust or repack glands showing leakage.
	Clean spindle and reseal.
Others	Include and comply with all manufacturer's O&M requirements.

TASK H (YEARLY)	
Component	Task Description
Fire Hoses	Hydro-test each hose at 700 kPa (100 psi) or design pressure, whichever is greater.
	Mark and report any hose showing bulging, cracks, or leaks.
	Replace hoses failing test.
Piping System	Inspect entire piping during wet drill with valves closed to detect leaks.
	Repair minor leaks immediately and report major defects to Authorised Officer.
Water Supply Sources	Individually inspect and test alternate supply connections for reliability and cleanliness.
	Ensure isolation valves and strainers are operational.

TASK H (YEARLY)	
Component	Task Description
Back-Pressure Valves	Inspect internal seals, springs, and movement.
	Test opening and closing pressures; recalibrate as required.
Automatic and Manual Controls	Test control panels, start/stop pushbuttons, pressure switches, and remote indicators.
	Verify automatic start on pressure drop and manual override function.
Pump Sets	Lubricate bearings and adjust belt tension.
	Confirm safety guards secured and vibration within acceptable limits.
	Run electric motor under full load for 15 minutes; verify current and temperature rise within limit.
	For diesel engines, change oil and filters if below specification; run under full load for 30 minutes and record readings.
	Report any abnormal vibration, noise, or temperature.
Pump House and Ancillaries	Clean entire pump room; remove dust, insects, or debris.
	Ensure lighting, ventilation, and drainage are functional.
	Verify bilingual operating instructions and warning notices are clean, legible, and securely fitted.
Others	Include and comply with all manufacturer's O&M requirements.

For diesel fire pump engines, the Contractor shall comply with the following operating conditions:

Oil Pressure	○ Normal running range: 40–60 psi (276–414 kPa). ○ Action: If running pressure falls <40 psi (276 kPa) after warm-up, stop engine, investigate and rectify before return to service. ○ Record: Enter pressure readings in the run log.
Coolant Temperature	○ Standby (engine not running, with jacket water heaters): 120–140 °F (49–60 °C). ○ Running: 160–200 °F (71–93 °C). ○ Action: If outside ranges (other than brief warm-up), stop engine, diagnose (coolant level, thermostat, pump, radiator, heater), rectify, and re-test. ○ Record: Enter temperatures in the run log.
Engine Coolant Heaters	○ Heaters shall maintain ≈120 °F (49 °C) engine coolant in standby. ○ Service logic: 1. Holds ≥120 °F → No service required. 2. Holds <120 °F but above room temp → Likely one element/wiring fault: test circuit, repair/replace defective element. 3. At room temperature → Check AC supply/breaker, wiring connections, thermostat; replace element if defective. ○ Record: Note heater status and corrective actions in the log.

AEC / Auto-Manual Safety and Notifications	○ Before setting AEC to “OFF” or otherwise removing automatic start, obtain Authorised Officer approval and notify the Fire Sub-Station and Security Supervisor. ○ Implement impairment controls: post “SYSTEM IMPAIRED”, arrange fire watch or temporary measures as directed. ○ On completion, return AEC selector to “AUTOMATIC” and manual start lever to the AUTO/OFF position; verify normal indications and remote alarms restored. ○ Record: Time out/in of service, approvals, and restoration checks.
Important	All readings (oil pressure, coolant temperature, heater status), actions, and approvals shall be entered in the digital log and attached to the monthly run sheet (photos/screenshots where applicable).

3.4.5 Fire Blankets

TASK H (YEARLY)	
Component	Task description
Accessibility	Confirm blanket is unobstructed, conspicuous, at designated location, and installed per approved standard (e.g., BS EN 1869 / ISO 7010 signage / Authority’s adopted standard).
Blanket Container	Verify secure mounting, no cracks/damage, instructions legible, tamper seal intact, and service tag present and updated. Rectify minor issues on site.
Location Sign	Verify location sign present, visible from approach, and correct per ISO 7010 / site standard; replace if faded/missing.
Blankets	Remove and inspect for tears, burns, contamination; check stitched hand holds; if serviceable, refold per manufacturer and repack; if not, condemn.
Corrective Action and Records	Condemn and tag OUT-OF-SERVICE non-conforming items; replace immediately (or within seven (7) days if stock not available). Update service tag and digital log (asset ID/QR, date, action, technician).
	Record in log and submit evidence pack (photos of condemned items, before/after where cleaned/relabelled, updated tag).
Others	Include and comply with all manufacturer’s O&M requirements.

3.5 Activities / items that are deemed inclusive as part of the tasking

3.5.1 The replacement of the following items are deemed to be included in the above tasking. Contractor to report and replace accordingly if found damaged at any time during the contract period. Unless otherwise stated, all items shall be of any make, type or size / rating with approved equivalent. All necessary servicing, testing and re-commissioning works shall be included.

3.5.2 The Contractor shall take note that, in the event of any duplicating items / tasks / activities between this Section, and Ministry of Defence Standard Schedule of Rates (MINDEF SOR) 2019 Edition, then the said items / tasks / activities shall be considered inclusive as part of the Planned Preventive Maintenance works. No additional claims shall be entertained.

NO.	ITEM
1	Relay
2	Overload relay
3	Timer

NO.	ITEM
4	Indicator Lamp Bulb
5	Control Panel Selector Switch
6	Control Panel Voltmeter
7	Control Panel Ammeter
8	Magnetic contactors up to 150 Amp, 3 or 4 poles
9	HRC Fuse
10	Direct On Line Starter
11	Phase Monitor
12	MCCB upto 150 Amp
13	MCB, both single phase and 3 phase
14	ELCB, both single phase and 3 phase
15	300 Watt 12 Volt under Water Light
16	Replace wiring in existing conduit including termination using single core PVC insulated cable – up to 1.5mm ²
17	Metering pump
18	Prepare Surface for welding to Pressure Vessel c/w Clear off slag, grind polish and painting – up to 100mm (L)
19	Pump packing seal
20	Mechanical shaft seal
21	Coupling
22	Water pump strainer
23	Pump motor bearing
24	Water pump impeller upto 8" diameter
25	Chemical mixer pump
26	Flow switch
27	Pressure switch
28	Pressure gauge
29	Float switch
30	Ball valve
31	Solenoid valve
32	Carry out general service and rewind of motor up to 3 kW
33	Gate valve, Bronze up to 50 mm
34	Butterfly valves, lockable type up to 40 mm
35	Butterfly valves, motorized type up to 40 mm
36	Globe valves up to 150mm
37	Check valves, spring reserved type up to 150 mm
<u>POOL CHEMICALS</u>	
38	BJ Calcium Hypochlorite – Dry chlorine granular Chlorine (65% available Chlorine – similar to HTH)
39	BJ Sodium Hypochlorite – Liquid chlorine solution (0.8% solution – similar to HTH)
40	Soda Ash
41	Aluminium Sulphate
42	Digital Pool Tester c/w Turbutidy Test
43	“Aquality” DPD Tablets
44	“Aquality” OTO (test for chlorine or Bromine) test refill
45	“Aquality” Phenol Red – PH Test refill
46	BJ Super algacide
47	BJ ISO Cynauric acid (Chloride Stabilised)
48	BJ – PH reducer Per Kg

NO.	ITEM
49	BJ – Alkalinity increaser
50	Stablshed Chlorine – 90% Granular TCCA & 90% Tablet TCCA

3.6 Schedule of Fire Alarm System

- 3.6.1 The detailed Schedule of the Fire Alarm system shall only be provided to Tenderers who attend the mandatory site visit and shall be issued by the **Work Services Section, Penanjong Garrison.**
- 3.6.2 The schedule is provided for indicative and reference purposes only. Tenderers shall inspect and verify all existing fire alarm installations and site conditions before submitting their Quotation.
- 3.6.3 Any discrepancies between the schedule and the actual site conditions after the award of the Contract shall not constitute grounds for any claim for additional payment or variation.

SCHEDULE B - BILL OF QUANTITIES

ITEM	DESCRIPTION	QTY	UNIT	RATE (BND)	AMOUNT (BND)
	BILL NO.1: GENERAL AND PRELIMINARIES				
1	<u>All items are to be priced and considered necessary for the satisfactory completion of the works which shall include items below:</u> (The value of any items which have been left unpriced shall be deemed to be included in the prices or rates of other items within the respective bill.)	-	-	-	Note
a)	The Contractor shall arrange by themselves for visiting the site to ascertain for themselves the extent, limitation, constraints and accessibility to and from site.	-	-	-	Note
b)	Prices deemed inclusive of compliance with the preliminary requirements specified in the latest Public Works Department (P.W.D) General Specification for Building and Construction Works.	-	-	-	Note
c)	Prices deemed inclusive of the provision of payment of premiums for providing and maintaining insurance policies for workmen's compensation, public liability and works against fire throughout the contract period with the exception that the public liability and workmen's compensation policies shall extend until the conclusion of the defects liability period. The limit of indemnity for the public liability policy is B\$ 1,000,000.00 per accident with the number of accidents unlimited.	-	-	-	Note
d)	The Contractor is also required to adhere all specific requirements in carry out maintenance works and any necessary protection of the works. Provide three (3) full sets of date-and-time-stamped postcard size progress and record photographs to the Government, before, during and after completion of the work.	-	-	-	Note
e)	Prices deemed inclusive of transportation cost throughout the course of the project duration to and from site and all necessary equipment and protections for the execution of this work.	-	-	-	Note
f)	The Contractor shall submit service reports for each maintenance work being carried out as proof of service. Records must be endorsed by the Authorised Officer and submitted for payment processing. Failure to submit the endorsed reports shall result in non-payment .	-	-	-	Note
2	<u>MOBILIZATION & DEMOBILIZATION</u> Allow for mobilization of all necessary staff, technicians, operators, labourers, etc. for the execution of the project, maintain and demobilize of completion of the works.	-	-	-	Note
<i>Bring Forward To Next Page</i>					Deemed Included

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.1: GENERAL AND PRELIMINARIES – Cont'd			<i>Carry Forward From Previous Page</i>	Deemed Included
3	<u>SITE CLEANLINESS</u> Allow for provision of sufficient labour and tools for immediate cleaning off all affected roads and drains due to the works executed by the Contractor. The Contractor is also required to clean and remove rubbish, spoils debris, etc. at the end of working day and also cleaning upon completion and make good all existing surrounding elements disturbed.	-	-	-	Note
i					
ii	The Contractor shall provide necessary care and protection to existing facilities. Any damages arise under this work shall be made good and rectified at the Contractor own expense to the satisfaction of DDWS.	-	-	-	Note
iii	No claim shall be entertained on the Contractor's failure or ignorance of all the clauses within this bill.	-	-	-	Note
iv	The Contractor shall include in their quoted price for all costs and charges incurred by complying with all safety regulations of the Government appertaining to all persons employed on or visitors to the sites including those employed by the sub-contractors.	-	-	-	Note
4	All maintenance work for passenger lift below shall be in accordance with Scope of Works and Services and Specifications and Facilities and as per manufacturer's recommendation for maintenance and operation. The maintenance for all works under this Bill shall be for the entire contract period or thereafter as instructed by Authorised Officer.	-	-	-	Note
5	All services prior to the above period that are related to attending to any work requests, recording or monitoring work requests, co-ordination with the previous Contractor for liaising with their defects liability obligation shall be deemed to be part of the management cost in this quotation document.	-	-	-	Note
To SUMMARY (BILL NO.1: GENERAL AND PRELIMINARIES)					Deemed Included

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.2: MAINTENANCE OF GENERATOR SET				
i	The rates shall be deemed to be fully inclusive of all labour, supervision, consumables, spare parts, materials, tools, equipment, specialist services, testing, troubleshooting, testing instruments, and all other resources necessary for the proper execution of the Works throughout the Contract Period.	—	—	—	Note
ii	All consumable items listed under this work scope shall be deemed included in the Contractor's PPM obligations, regardless of any duplication with the Ministry of Defence Standard Schedule of Rates (MINDEF SOR). No separate claim shall be entertained for the replacement or servicing of such items.	—	—	—	Note
iii	All maintenance works shall be carried out in accordance with the scopes and specifications stipulated under the Contract Documents, specified frequencies, performance standards, and with any instructions issued by the Authorised Officer from time to time, and all applicable statutory and regulatory requirements, including those of the Department of Electrical Services (DES) or any other relevant authority.	—	—	—	Note
Iv	The Contractor shall also be responsible for all standby duties, attendance, monitoring, and response to electrical faults, interruptions, or failures within the Contract scope, and shall take immediate action to ensure safe restoration of electrical supply and normal operation. All such obligations shall be deemed included in the Contract Price.	—	—	—	Note
v	Prior to the commencement of maintenance works, the Contractor shall submit a detailed work programme for routine checks and inspections of all generator sets, in accordance with the specified scopes and frequencies, for approval by the Authorised Officer.	—	—	—	Note
vi	During the initial facility audit, the Contractor shall identify and verify all equipment and components relevant to each respective scope of works. Upon approval by the Authorised Officer, such assets shall form the basis of the maintenance regime, and the Contractor shall carry out all maintenance tasks in accordance with the specified frequencies and requirements under the Contract.	—	—	—	Note
Bring Forward To Next Page					Deemed Included

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.2: MAINTENANCE OF GENERATOR SET – Cont’d			<i>Carry Forward From Previous Page</i>	Deemed Included
vii	All pre-commencement services, including attending to work requests, monitoring and recording work requests, and coordination with the previous Contractor in relation to defect liability obligations, shall be deemed included within the Contractor’s management costs under this Contract, and no additional payment shall be made.	–	–	–	Note
viii	The Contractor shall be deemed to have inspected the Site and taken full account of the existing condition of all generator sets and associated systems, including any existing defects, deficiencies, or worn components at the commencement of the Contract. All costs necessary to rectify such conditions shall be deemed included in the Contract Price, and no claim shall be entertained on the grounds that such defects were pre-existing.	–	–	–	Note
ix	All Works shall be carried out in accordance with manufacturer’s operation and maintenance manuals, applicable standards, and statutory requirements. Where more stringent requirements apply, the Contractor shall comply accordingly, and no additional cost shall be claimable.	–	–	–	Note
x	The Contractor shall provide and submit all required service reports, records, test results, and documentation within the stipulated timeframe. Failure to submit such documentation may result in withholding of payment or deductions	–	–	–	Note
xi	Without prejudice to any other rights under the Contract, failure to carry out the Works in whole or in part, failure to maintain the generator sets in a safe, serviceable, and operational condition shall constitute non-performance, and the Government reserves the right to apply deductions and/or withhold payments accordingly.	–	–	–	Note
xii	Any item not priced, left blank, or marked with a dash (–) shall be deemed included in the rates and prices of other items within this Bill, and shall not be payable under any other item, Provisional Sum, or any other provision of the Contract. No additional payment shall be made in respect of such items. The Contractor shall remain fully responsible to carry out all such works in accordance with the Contract requirements, and no omission of pricing shall relieve this obligation.	–	–	–	Note
Bring Forward To Next Page					Deemed Included

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.2: MAINTENANCE OF GENERATOR SET – Cont’d			<i>Carry Forward From Previous Page</i>	Deemed Included
a.	Performance of CATEGORY D (MONTHLY) maintenance works as per scope and specifications all in accordance with manufacturer's recommendation: Generator block (near Special Forces Regiment Headquarters)	12	Months		
b.	Performance of CATEGORY F (QUARTERLY) maintenance works as per scope and specification all in accordance with manufacturer's recommendation: Generator block (near Special Forces Regiment Headquarters)	4	Times		
c.	Performance of CATEGORY H (YEARLY) maintenance works as per scope and specifications all in accordance with manufacturer's recommendation: Generator block (near Special Forces Regiment Headquarters)	1	Time		
To SUMMARY (BILL NO.2: MAINTENANCE OF GENERATOR SET)					

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM				
i	The rates shall be deemed to be fully inclusive of all labour, supervision, consumables, spare parts, materials, tools, equipment, specialist services, testing, troubleshooting, testing instruments, and all other resources necessary for the proper execution of the Works throughout the Contract Period.	—	—	—	Note
ii	All consumable items listed under this work scope shall be deemed included in the Contractor's PPM obligations, regardless of any duplication with the Ministry of Defence Standard Schedule of Rates (MINDEF SOR). No separate claim shall be entertained for the replacement or servicing of such items.	—	—	—	Note
iii	All maintenance works shall be carried out in accordance with the scopes and specifications stipulated under the Contract Documents, specified frequencies, performance standards, and with any instructions issued by the Authorised Officer from time to time, and all applicable statutory and regulatory requirements, including those of the Department of Electrical Services (DES) or any other relevant authority.	—	—	—	Note
Iv	The Contractor shall also be responsible for all standby duties, attendance, monitoring, and response to electrical faults, interruptions, or failures within the Contract scope, and shall take immediate action to ensure safe restoration of electrical supply and normal operation. All such obligations shall be deemed included in the Contract Price.	—	—	—	Note
v	Prior to the commencement of maintenance works, the Contractor shall submit a detailed work programme for routine checks and inspections of all generator sets, in accordance with the specified scopes and frequencies, for approval by the Authorised Officer.	—	—	—	Note
vi	During the initial facility audit, the Contractor shall identify and verify all equipment and components relevant to each respective scope of works. Upon approval by the Authorised Officer, such assets shall form the basis of the maintenance regime, and the Contractor shall carry out all maintenance tasks in accordance with the specified frequencies and requirements under the Contract.	—	—	—	Note
Bring Forward To Next Page					Deemed Included

NO.	DESCRIPTION	UNIT	QTY	RATE (BND)	AMOUNT (BND)
	BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM – Cont'd			<i>Carry Forward From Previous Page</i>	Deemed Included
vii	All pre-commencement services, including attending to work requests, monitoring and recording work requests, and coordination with the previous Contractor in relation to defect liability obligations, shall be deemed included within the Contractor's management costs under this Contract, and no additional payment shall be made.	–	–	–	Note
viii	The Contractor shall be deemed to have inspected the Site and taken full account of the existing condition of all generator sets and associated systems, including any existing defects, deficiencies, or worn components at the commencement of the Contract. All costs necessary to rectify such conditions shall be deemed included in the Contract Price, and no claim shall be entertained on the grounds that such defects were pre-existing.	–	–	–	Note
ix	All Works shall be carried out in accordance with manufacturer's operation and maintenance manuals, applicable standards, and statutory requirements. Where more stringent requirements apply, the Contractor shall comply accordingly, and no additional cost shall be claimable.	–	–	–	Note
x	The Contractor shall provide and submit all required service reports, records, test results, and documentation within the stipulated timeframe. Failure to submit such documentation may result in withholding of payment or deductions	–	–	–	Note
xi	Without prejudice to any other rights under the Contract, failure to carry out the Works in whole or in part, failure to maintain the generator sets in a safe, serviceable, and operational condition shall constitute non-performance, and the Government reserves the right to apply deductions and/or withhold payments accordingly.	–	–	–	Note
xii	Any item not priced, left blank, or marked with a dash (–) shall be deemed included in the rates and prices of other items within this Bill, and shall not be payable under any other item, Provisional Sum, or any other provision of the Contract. No additional payment shall be made in respect of such items. The Contractor shall remain fully responsible to carry out all such works in accordance with the Contract requirements, and no omission of pricing shall relieve this obligation.	–	–	–	Note
Bring Forward To Next Page					Deemed Included

NO.	DESCRIPTION	QTY	UNIT	RATE (BND)	AMOUNT (BND)
	BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM – Cont'd			<i>Carry Forward From Previous Page</i>	Deemed Included
A	ELECTRICAL FIRE ALARMS AND ASSOCIATED SYSTEMS				
i)	Performance of CATEGORY F (QUARTERLY) maintenance works as per scope and specification all in accordance with manufacturer's recommendation:				
1	Ammo Store	4	times		
2	Single Soldier Barrack	4	times		
3	Boat Warehouse	4	times		
4	Cook House	4	times		
5	Close Quarter Battle (CQB)	4	times		
6	Diver Master	4	times		
7	Guard House	4	times		
8	Special Forces Regiment Headquarters	4	times		
9	Land and Maritime Squadron	4	times		
10	Multi-Purpose Hall	4	times		
11	Parachute Warehouse	4	times		
12	Quarter Master	4	times		
13	Support and War Squadron	4	times		
14	Surau	4	times		
15	Training Group and Lecture Theatre	4	times		
16	Vehicle Warehouse and Light Aid Detachment (LAD) Office	4	times		
ii)	Performance of CATEGORY H (YEARLY) maintenance works as per scope and specifications all in accordance with manufacturer's recommendation:				
1	Ammo Store	1	time		
2	Single Soldier Barrack	1	time		
3	Boat Warehouse	1	time		
4	Cook House	1	time		
5	Close Quarter Battle (CQB)	1	time		
6	Diver Master	1	time		
7	Guard House	1	time		
8	Special Forces Regiment Headquarters	1	time		
9	Land and Maritime Squadron	1	time		
10	Multi-Purpose Hall	1	time		
11	Parachute Warehouse	1	time		
12	Quarter Master	1	time		
13	Support and War Squadron	1	time		
14	Surau	1	time		
15	Training Group and Lecture Theatre	1	time		
16	Vehicle Warehouse and Light Aid Detachment (LAD) Office	1	time		
Bring Forward To Next Page					

NO.	DESCRIPTION	QTY	UNIT	RATE (BND)	AMOUNT (BND)
	BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM – Cont'd			<i>Carry Forward From Previous Page</i>	
B	FIRE BLANKETS				
i)	Performance of CATEGORY H (YEARLY) maintenance works as per scopes and specification all in accordance with manufacturer's recommendation:				
1	1 no at Single Barrack pantry 1 no at Cookhouse kitchen	1	time		
C	FIXED FIRE SUPPRESSION SYSTEM (CHEMICAL)				
i)	Performance of CATEGORY F [3-MONTHLY] maintenance works as per scopes and specification all in accordance with manufacturer's recommendation:				
1	Cookhouse	4	times		
i)	Performance of CATEGORY H (YEARLY) maintenance works as per scopes and specification all in accordance with manufacturer's recommendation:				
1	Cookhouse	1	time		
D	FIXED FIRE SUPPRESSION SYSTEM (WATER)				
i)	Performance of CATEGORY F [3-MONTHLY] maintenance works as per scopes and specification all in accordance with manufacturer's recommendation:				
1	Ammo Store	4	times		
2	Close Quarter Battle (CQB)	4	times		
i)	Performance of CATEGORY H (YEARLY) maintenance works as per scopes and specification all in accordance with manufacturer's recommendation:				
1	Ammo Store	1	time		
2	Close Quarter Battle (CQB)	1	time		
To SUMMARY (BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM)					

NO.	DESCRIPTION	QTY	UNIT	RATE (BND)	AMOUNT (BND)
	BILL NO.4: PROVISIONAL SUM Allow a Provisional Sum for any works outside the scheduled maintenance described above, as may be required during the Contract Period. The Provisional Sum shall be expended only upon instruction of the Government's Representative and shall be wholly or partially omitted if not required.	-	-	-	\$20,000.00
To SUMMARY (BILL NO.4: PROVISIONAL SUMS)					\$20,000.00

ITEM	DESCRIPTION	AMOUNT (BND)
	<u>SUMMARY</u>	
1	<i>From Page 28</i> BILL NO.1: GENERAL AND PRELIMINARIES	Deemed included
2	<i>From Page 31</i> BILL NO.2: MAINTENANC OF GENERATOR SET	
3	<i>From Page 35</i> BILL NO.3: MAINTENANCE OF FIRE SERVICES SYSTEM	
4	<i>From Page 36</i> BILL NO.4: PROVISIONAL SUM	\$20,000.00 <i>(Please add this amount to the total below)</i>
To FORM OF QUOTATION (Page 8)		

.....
CONTRACTOR SIGNATURE

.....
CONTRACTOR CONTACT NO.(H.P)

.....
COMPANY STAMP

.....
(OFFICE)

.....
DATE



CERTIFICATE OF SITE INSPECTION

In respect of the Quotation for **JPPK/SH/07/2026-2027 – TWELVE (12) MONTHS MAINTENANCE OF GENERATOR SET AND FIRE PROTECTION SYSTEM AT SPECIAL FORCES REGIMENT, PENANJONG GARRISON** between the Government of His Majesty the Sultan and Yang Di-Pertuan of Brunei Darussalam, represented by the Ministry of Defence (hereinafter referred to as the “Government”) and *.....

 (hereinafter referred to as the “Contractor”).

We, the Contractor, hereby certify, represent and warrant that we have fully inspected the site with the Government’s authorised representative, and are well aware of the existing/expected conditions and matters, which may affect the cost of the performance of the Works as required for the above Contract.

All inherent site condition reasonably foreseeable have been considered and priced accordingly in the Tender.

**SITE INSPECTED BY:
CONTRACTOR**

**VERIFIED BY:
GOVERNMENT**

.....
[Signature]

.....
[Signature]

Name: Name:

.....

Position: Position: Estate Manager / For Estate Manager

Date: Date:

.....
[Company Stamp]

.....
[WSS Stamp]

*The Contractor’s Company name

PENGALAMAN KERJA DAHULU SERUPA DENGAN PROJEK INI
(PREVIOUS EXPERIENCE OF A SIMILAR NATURE)

Penender hendaklah menyatakan kerja-kerja terdahulu yang telah siap yang serupa dengan projek ini.

Tenderers must give details of their experience on works of a similar nature.

No.	Nama Projek (Name of Project)	Nama Kerja (Description of Work)	Harga Kontrak (Contract Value)	Tarikh Kontrak Mula dan Siap (Date of contract commencement and completion)	Nama Majikan (Name of Employer)

Tandatangan Penender:
(Signature of Witness):

.....
Tarikh:
(Date)

Tandatangan Saksi:
(Signature of Tenderer):

.....
Tarikh:
(Date)

SENARAI KERJA-KERJA YANG SEDANG DIBUAT DI-NEGARA BRUNEI DARUSSALAM
(LIST OF CURRENT JOBS IN NEGARA BRUNEI DARUSSALAM)

No.	<i>Nama Projek</i> (Name of Project)	<i>Nama Majikan</i> (Name of Employer)	Harga Kontrak (Contract Value)	Tarikh Siap (Date of Completion)	Peratus Siap (Percentage Completed)

Tandatangan Penender:
(Signature of Witness):

.....

Tarikh:
(Date)

Tandatangan Saksi:
(Signature of Tenderer):

.....

Tarikh:
(Date)

SENARAI KERJA-KERJA YANG AKAN DI SUB-KONTRAK
(PROPOSED LIST OF JOBS TO BE SUB-CONTRACTED)

This Quotation requires capabilities of various specialist sub-contractors as such the Tenderer shall fulfil, as part of the Quotation requirement, that either the Tenderer themselves or their domestic sub-contractor(s) undertaking the respective Scope of Works should possess valid registration certificates with the Ministry of Development (MOD) for the following categories:

MOD Category	Description	Matching Scopes
M03	Mechanical Engineering Works	Maintenance of generator sets
KPME05	Fire Alarm and Control System	Maintenance of fire protection system

The tenderer must submit original letter of support from each of the sub-contractor which should clearly state the scope of works undertaken by the respective sub-contractor and tender validity. All the proposed domestic sub-contractors must be registered with Ministry of Development under **at least Class III. Domestic sub-contractor executing mechanical and electrical works** also must have valid registration with the Department of Electrical Services, Ministry of Energy, Brunei Darussalam. For Electrical works, the Tenderer must submit copies of the DES Identification Cards for the respective specialist personnel registered with the Department of Electrical Services as part of the Tender submission.

SUMMARY OF DETAILS OF PROJECT TEAM			
Ref	Name of Main Contractor / Domestic Sub-Contractor	MOD Category	Scope of Works Undertaken
1			
2			
3			

Tandatangan Penender:
(Signature of Witness):

Tandatangan Saksi:
(Signature of Tenderer):

.....

.....

Tarikh:
(Date)

Tarikh:
(Date)

MAKLUMAN MENGENAI DENGAN PENGGUNAAN QUOTA BURUH
(INFORMATION ON THE DISTRIBUTION OF APPROVED LABOUR QUOTA)

Nombor Rujukan Quota Buruh yang telah dibenarkan:
 (Approved quota reference number)

Tarikh dibenarkan:
 (Date of approval)

Jumlah dibenarkan:
 (Approved total number)

Senarai kerja-kerja yang sedang menggunakan Quota Buruh & jumlahnya:
 (List of current jobs using the approved labour quota and its total)

<i>Bil.</i> (No.)	<i>Nama Projek</i> (Name of Project)	<i>Jumlah Tenaga Manusia</i> (No. of quota used)
	Jumlah: (Total)	
	<i>Baki yang belum digunakan:</i> (Balance of labour quota not used)	

Penender dikira memasukkan harga bagi menyediakan wang tahanan kepada Pejabat Buruh bagi pekerja-pekerja asing mereka dan tidak ada tambahan harga akan diberi bagi perkara ini.
 (The tenderers are deemed to include costs of providing deposits to Labour Department for their foreign workers and no claims will be entertained on this matter).

Tandatangan Penender:
 (Signature of Witness):

Tandatangan Saksi:
 (Signature of Tenderer):

.....

.....

Tarikh:
 (Date)

Tarikh:
 (Date)

SENARAI PERKAKAS-PERKAKAS & KENDERAAN YANG AKAN DIGUNAKAN UNTUK PROJEK
PROPOSED LIST OF EQUIPMENT TO BE USED FOR THIS JOB (IF SUCCESSFUL)

<i>Bil. No.</i>	<i>Jenis (Type)</i>	<i>No. Model (Model No.)</i>	<i>Muatan (Capacity)</i>	<i>Jumlah (Quantity)</i>

Tandatangan Penender:
 (Signature of Witness):

.....
Tarikh:
 (Date)

Tandatangan Saksi:
 (Signature of Tenderer):

.....
Tarikh:
 (Date)

SENARAI JUMLAH TENAGA MANUSIA YANG AKAN DISERTAKAN UNTUK MEMBUAT PROJEK
INI (JIKA BERJAYA):
(PROPOSED MANPOWER ALLOCATION FOR THIS PROJECT (IF SUCCESSFUL):

<i>Bil. (No.)</i>	<i>Nama Jawatan (Name of Posts)</i>	<i>Jumlah (Total)</i>
	<i>Jumlah Keseluruhan (Total)</i>	

Tandatangan Penender:
(Signature of Witness):

Tandatangan Saksi:
(Signature of Tenderer):

.....

Tarikh:
(Date)

.....

Tarikh:
(Date)